



Background Check Prices

Finding affordable options for volunteer screening

Thorough screening is one part of an overall volunteer management program, which should include an in-person interview, training, reference checks, applicable background checks, oversight, and well-publicized policies on interactions between volunteers and clients

Background Check Pricing (2015)

Information is subject to change. The inclusion of an organization in this list does not imply City endorsement or support of the organization's activities or policies.

Type	Price
LOCAL	
State of IN Public Records Criminal & Citation Case Records http://mycase.in.gov Provides FREE access to the same information that the City and County report. (See below)	FREE
Sex Offender Watch (local, state & national) Monroe County Sheriff's Dept: www.icrimewatch.net/search2.php?AgencyID=54855 Indiana Sex and Violent Offender Registry: www.icrimewatch.net/indiana.php National Sex Offender Public Website: www.nsopr.gov	FREE
Child Abuse Registry: (local, state & national) There is a multi-step process to gain access to records. Contact the Child Protective Services office directly to request a check. Monroe County (Region 13): Address: 1717 W. 3rd. St., Bloomington, IN 47404. Phone: 336-6351 Office Hours: 8AM-4:30PM (www.in.gov/dcs/2372.htm)	FREE
Monroe County Criminal History Search Source: Monroe County Sheriff's Dept. Requires signed release form (can be your own form) including Name, DOB and SS#. There is a 24-hr turn-around. Results can be picked up (301 North College Ave) or faxed to you. (812) 349-2534 / (812) 349-2765 *Fee exemption (FREE) for nonprofits located within the County limits, but outside of the City limits.	\$7.00
Bloomington City Criminal History Search Source: Bloomington Police Dept. Download form online (http://1.usa.gov/criminalhistorycheck) or pick up from the office (220 E 3rd St)- includes Name, DOB and SS#. 24-hr turnaround. Results can be picked up or faxed to you. No fee exemptions. (812) 339-4477	\$7.00
Driver License Record/BMV Record Search (local, state) phone: 1-888-myBMV411 https://myweb.in.gov/BMV Create an "enhanced" account online for \$50/year fee. Search for Name, DOB and DLN or SSN. Results show Driver Status (license type, expire date, points, status and remarks) and Record (suspension, disqualification, convictions).	\$7.50

Helpful Tips:

- **Fair Credit Reporting Act (FCRA):** This protects the privacy of consumers. Every background checking service must agree to the terms of FCRA. Visit ftc.gov/os/statutes/fcra.htm
- **Do It Yourself (DIY) vs. Commercial Screening Options:** There are many free options for DIY background screening at the local and statewide levels (see info in chart). National criminal checks are accessible and often less expensive when done through a commercial service. You are paying to access their nationwide database of records with searches often performed online using a secure dashboard. Results are usually delivered instantly. These commercial services MUST follow privacy protections determined by the FCRA.
- **Avoiding Discrimination Charges:** Create standards for deciding which positions require background checks; do not only do background checks on candidates who "look suspicious"; protect the privacy and confidentiality of applicants by making sure investigations and reports are secure as well as the websites used to retrieve them

City of Bloomington Volunteer Network

City Hall • 401 N. Morton St., Suite 260, Bloomington, IN 47404 • www.bloomington.in.gov/volunteer
hrs: 8am - 5pm Monday-Friday • ph. 812.349.3433 • fax 812.349.3483 • volunteer@bloomington.in.gov



Background Check Pricing (2015)

Type	Price
STATEWIDE	
Limited Criminal History Search Source: Indiana State Police Offers an online search of felonies and "class A" misdemeanor arrests within the state of Indiana Requires an Access Indiana membership: \$50 annual fee Online: www.in.gov/ai/appfiles/isp-lch	\$15 (w/subscription)
Fee Exemptions Available Partial Exemption Agency must be a registered 501(c)(3) charitable non-profit. Contact Ind. Dept. of Revenue at (317) 232-2188 for more information.	\$16.32 (w/credit card)
Statutory Fee Exemption Must be a non-profit existing for at least 10 years that: <ul style="list-style-type: none"> A. has a primary purpose of providing an individual relationship for a child with an adult volunteer (if the request is made as part of a background investigation of a prospective adult volunteer for the organization) B. is a home health agency C. is a community mental retardation and other developmental disabilities center D. is a supervised group living facility E. is an area agency on aging F. is a community action agency G. is the owner or operator of a hospice program or H. is a community mental health center Further defined on the in.gov "Exemptions Information" page http://www.in.gov/ai/appfiles/isp-lch/exemptions_info.html	\$7.00
Indiana Department of Corrections Offender Search Search by name or offender number of incarcerated individual. www.in.gov/apps/indcorrection/ofs/ofs	FREE
Indiana Sex and Violent Offender Registry Search by address, name or city. www.icrimewatch.net/indiana.php	FREE
NATIONAL	
Fingerprint-based Background Checks: Department of Justice/ Federal Bureau of Investigation provides automated national criminal information. Visit www.search.org/programs/policy/iii	\$50.00
National Criminal Database Search - Private Companies Single search options and bundles are offered for a variety of nationwide checks. Prices vary widely depending on background checks included.	\$5-\$30

Helpful Sites to Visit:

- **FAQs**
www.background-checks-systems.com/criminal_records_faq.htm
- **"Criminal History Records"**
<http://search.org/programs/policy/records/>
- **Federal Bureau of Investigation** www.fbi.gov
- **Indiana State Police**
www.in.gov/ai/appfiles/isp-lch/
- **Privacy Rights** www.privacyrights.org/fs/fs16d-VolunteerScreening.htm

RSVP Offers FREE Criminal History Checks for Older Volunteers.

Did you know? RSVP 55+ Volunteer Program not only connects older volunteers to openings that fit their interests, it also supports non-profits and older volunteers, all for FREE in several ways. If you have volunteers age 55+ in your program, your organization AND the volunteer can benefit from:

- FREE background checks
- Secondary insurance for the volunteer
- Monthly social events and recognition events for RSVP volunteers
- Opportunities and events listings (optional)

Ask how to get started!

Contact Amy Wardlow at 812-876-3383 ext. 523 or rsvp@area10agency.org.

Who do you screen?

Many organizations choose to criminal background check volunteers who will be:

- Working with vulnerable populations
- Accessing confidential information
- Accessing client/donor information
- Accessing other sensitive information
- Managing cash register/work with cash
- Visiting/working with clients unsupervised

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